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ABSTRACT

Designed as a guide for El Camino College (ECC) students considering transfer to a four-year institution, this booklet explains each step in the transfer process. Section A focuses on considerations in selecting a transfer institution that fits the student's educational goals and needs, including the existence of a bachelor's and graduate degree program in the student's chosen field, institutional reputation, and college environment. Section B offers guidance for meeting transfer requirements, providing general comments on transferring to the California State University (CSU) and University of California (UC) campuses and to private colleges. In addition, this section outlines steps in the certification of general education requirements and urges students to remain in contact with an academic counselor throughout their ECC enrollment. Section C explains the application process, including filing dates and documentation requirements. Sections D and E offer guidance in obtaining financial aid, scholarships, and loans. Finally, section F suggests a series of steps to take after the student has been accepted at the transfer institution. Appendixes include samples of pages from college catalogs, information on CSU general education requirements, a sample transcript with a key to reading it, instructions for writing the personal essay portion of the UC admissions application, sample financial aid forms, a glossary of terms, and a checklist. (ALB)

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THE TRANSFER GAME:

A WORKING GUIDE FOR STUDENTS

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El Camino Community College

Extended Opportunity Programs and Services

Director: Frank S. Gonzales
Writers : Peggy Ginocchio and Cheryl Beverly-Grant
Editor : Robert A. Murray
Layout : N. Alexander Porter and Do Kim Tran
Graphics: Carmen Svensrud, Lori Cadena and Julie E. Goss

JC 890 259

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START

AT

EL CAMINO

COLLEGE

EOP&S OFFICE

INTRODUCTION

Transferring is the process a student undertakes and participates in when leaving the community college academic program to continue studies at another institution.

Encouraging students to make the transition from El Camino College to an institution of advanced studies has long been a major component and aim of the EOP&S Office. The completion of lower division general education and major courses can be an excellent first step toward a degree from a four-year university or other transfer institution. Continuing on the road toward an advanced degree can be beneficial for personal and intellectual growth, success in a chosen field and expanded career opportunities. In order to make transferring easier to understand and achieve, the EOP&S Office has designed this workbook as a guide for our students and their families. If we can make the transfer process smoother and subsequently, inspire more students to follow through with their educational plans, we will have succeeded in our goals of being supportive and encouraging.

Surviving the transfer process involves successfully completing what can be confusing and complicated steps. Consequently, we introduce our "Transfer Game" guide. The student should move from square to square on the game board upon completion of each step in the transfer process. If <u>you</u> ever run into trouble come back to the STOP square and see Transitional Guidance. Don't forget to congratulate yourself along the way.

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TALK WITH THE TRANSITIONAL GUIDANCE PERSON IN THE EOP&S OFFICE

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A.

SELECTING A TRANSFER INSTITUTION

When selecting a college, university or other transfer institution, the transferring student needs to examine closely each prospective institution to determine if that school fulfills their educational goals and needs.

Students should consider four major areas when choosing a transfer institution.

First, does the school offer a major/minor Bachelor's degree program in the student's chosen academic field?

Remember, all schools do not offer all majors as degree programs.

Even for those degree programs offered, the emphasis of the major, or the options available in the major, should mesh with the student's career goals. For example, does the major and the Bachelor degree in Business Administration offer field work or an internship program? Additionally, is there an option or emphasis in International Banking and Finance for students who wish to work in this field?

Only by carefully reading the course descriptions of required classes in the college catalog and by conferring with an academic adviser of the chosen institution can students obtain specific answers to these important questions prior to enrollment.

See Appendix Item "A"

1. Does your choice of transfer institution offer your major program? _____
   _____

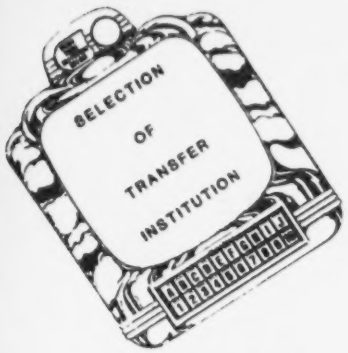
2. Does your choice of transfer institutions offer your option in your major program? _____
   _____

3. Questions you want/need to ask the Academic Counselor/Adviser? _____
   _____

A second consideration when choosing a school should be the availability of a professional or graduate program at the chosen school. The advantages of attending an institution which offers these programs include access to graduate-level courses as an undergraduate student, access to graduate-level professors and facilities, and easier access to professional or graduate school acceptance and enrollment.

See Appendix item "B"

NOTES: _____



A third important consideration is the transfer institution's reputation in terms of its graduates' ability to attain and retain employment. Such information should be readily available to transferring students in the transfer institution's Job Placement Office. Determining what percentage of the school's graduates are successful in obtaining employment in their chosen field, where they are employed, and how long after graduation it took them to find employment, are important factors to consider. Contact with personnel offices of local businesses may also add insight about the chosen school's graduates' ability to find employment.

Finally, an overlooked but equally important factor to consider when selecting a transfer school is the environmental and aesthetic atmosphere the school provides. Such factors as location (urban vs. rural), student population make-up (ethnic/religious backgrounds), whether the campus is coed or not, distance from home (commuter campus vs. relocation) and academic major preferences, all play critical roles in a student's academic success as well as emotional and psychological adjustments to a particular institution. Therefore, after the list of schools has been narrowed, the student should plan a visit to the selected institutions and meet with an academic counselor. Only by visiting a campus can students get a "feel" for the school. Remember, these last factors can mean the difference between academic success and failure.

See Appendix Item "C"

Dates:	Transfer Institution Visited:	Pros & Cons of Transfer Institution:
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
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_____	_____	_____

NOTES: _____

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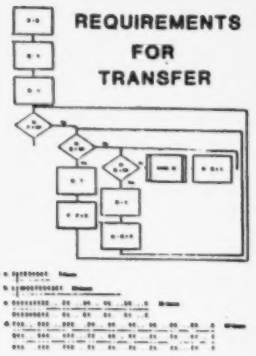


B.

REQUIREMENTS FOR TRANSFER ELIGIBILITY

Once a transfer institution has been chosen, academic planning to meet that school's transfer requirements begins. This vital information can usually be found in the Admissions Requirements section of the transfer school's catalog. (The ECC catalog contains this information for some California schools).

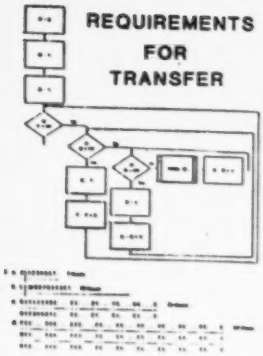
Transfer requirements are usually stated in terms of total number of units or credits necessary for transferring and often specify general education and major courses also needed. In addition, some schools may have basic proficiency levels that must be met which may be defined in terms of courses completed or tests to be taken to establish proficiency levels. These basic proficiency areas are usually in English, math, and foreign languages.

Because transfer requirements frequently change between the time a student enrolls at ECC and when the student is ready to transfer, it is important that the student:

* remain continuously enrolled at ECC to be eligible for transfer via the general education requirements published at the time of enrollment and;

* stays in contact with an academic counselor for information concerning changes in major requirements and how these changes may affect the student's transfer program.

NOTES: _____



TRANSFERRING TO A CSU

For students to be eligible to transfer to a California State University (i.e. Cal State Long Beach or Cal State Dominguez Hills, etc.) they must have at least 56 transferable units, with a GPA of 2.0 or better. In addition, college level English (English 1A) and college level math (Math 1)* skills are necessary if students were not admissible when they graduated from high school. (The SAT or ACT is not usually required if the the above requirements have been met). Remember, any student who was admissible to a CSU from high school can transfer at any time with a 2.0 GPA or better.*

TRANSFERRING TO A UC

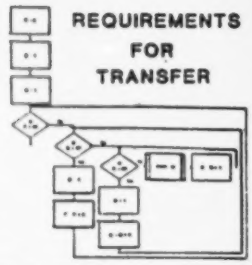
To transfer to a University of California (i.e. UCLA, UC Irvine, etc.) a student must have 56 transferable units with a GPA of at least 2.0 or better and college level English (1A and 1B), college level math (Math 2A, 4, 5, 7, 9A or Computer Science 5, 10 or CIS 39) and one year of a college level foreign language. The SAT or ACT is not usually required by the UC's if the above units are completed. Remember, any student who was admissible to a UC from high school can transfer at any time with a 2.0 GPA or better in transferable courses.*

TRANSFERRING TO PRIVATE SCHOOLS

Private colleges and universities (i.e. Loyola Marymount, Pepperdine, USC, etc.) have their own transfer requirements ranging from the total number of units to GPA requirements. There are no general rules. For more information concerning admissions to private schools, contact your academic counselor or visit the Transfer Center in the Student Services Center.*

See Appendix Item "D"

* Requirements stated at time of printing.



GETTING YOUR CLASSES CERTIFIED

ECC is able to certify that general education requirements have been met for the CSU system when a student has successfully completed the appropriate pattern of required courses. ECC will include in their certification appropriate equivalent courses taken at other California community colleges that also meet general education requirements.

Certification can either be full, indicating that all 39* units of lower division general education courses have been completed; or partial, indicating that some areas of the general education pattern have been completed. The advantage of full certification is that the transfer institution will usually accept all the general education units as eligible for meeting graduation requirements, although the courses may be different from those required of their own resident students. A student who has received full certification usually will not be asked to repeat those courses, or areas, at the transfer institution.

To have classes certified, students must petition the Admissions Office for certification during their final semester at ECC. This is an entirely separate procedure from petitioning for ECC graduation or certificates.

See Appendix Item "E"

NOTES/COMMENTS: _____

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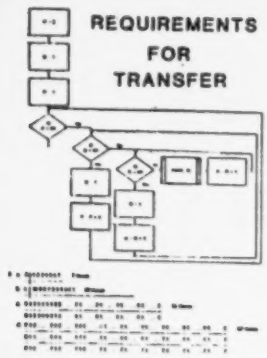
* Requirements stated at time of printing.



STAYING IN CONTACT

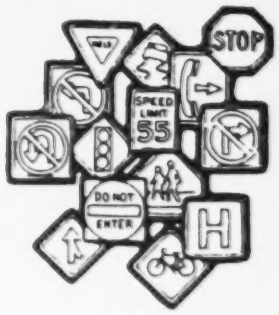
The only way that a student can ensure that appropriate course work is being completed while at ECC to be eligible for transferring is to remain in contact with the academic counselor at ECC and at the chosen transfer institution.

The ECC academic counselor can be of assistance advising students of their major requirements, as well as providing information concerning major programs that may be impacted at the transfer institutions. An impacted program could mean that the student may not be admitted into their major (although they will be admitted to the school) unless they have completed all of their major's pre-requisites while maintaining a specific GPA. Remember, this information is only available on a current basis from an academic counselor.

Other avenues of contact for advisement on transfer requirements can be obtained through the ECC College Faire, campus open houses at the transfer institutions, and orientations in ECC Career Center. The EOP&S Office offers students all the above services, including academic counselors and advisers in transitional guidance as resources for transfer information.

Dates of Advisement:	Counselor's Name	Info. Received

NOTES/COMMENTS: _____



C.

THE APPLICATION PROCESS

Completing the application process for admission to the desired transfer institution requires a number of steps. These steps include filling out: (1) the application for admission form; (2) the financial aid application; and if applicable, (3) the housing application.

There is a fee required when submitting each application for admission. Fee waivers are available to eligible students in the EOP&S Office.

Because gaining admission to colleges can be very competitive, it's important that students file their admission application at the earliest possible date after the school's filing period begins. Listed below are the priority filing dates for CSU's and UC's (note that both systems have schools that are on the 'quarter' system and the 'semester' system).

CSU APPLICATION PERIOD

Term of entry: _____ Applied _____ Notified _____

Fall semester or quarter; Nov. 1 of the previous year

Winter quarter; June 1 of previous year

Spring semester or quarter; August 1 of previous year

UC APPLICATION PERIOD

Quarter of entry: _____ Applied _____ Notified _____

Fall quarter; Nov. 1 of previous year

Winter quarter; July 1 of previous year

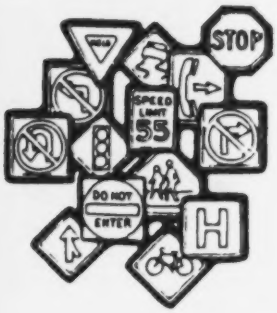
Spring quarter; Oct. 1 of previous year

Semester (UC Berkeley only):
Fall Semester; Nov. 1 of previous year

Spring semester; July 1 of previous year

OTHER TRANSFER INSTITUTIONS

Term of entry: _____ Applied _____ Notified _____
NOTES: _____
_____



The acknowledgement of the receipt of a student's application and the notification of eligibility status begins about one month after the campus' priority application acceptance dates, or from the date the application was filed.

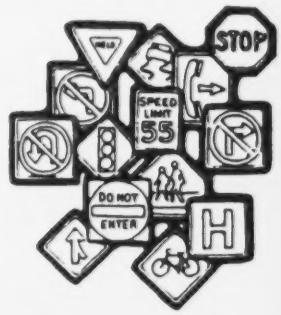
Submitting the application for admission to the chosen school with all the appropriate materials during the priority filing period has a significant impact on the manner in which a student's application is handled at the transfer school. At many schools, impacted major programs are filled early. For such programs the advantage of filing during this period is that, if the student meets the requirements of the program and has been accepted by the school, the student will have priority over other applicants, even those with higher GPA's, simply because they filed later.

Housing reservations are also very competitive. Students who require on-campus or off-campus housing, should file a housing application during the priority filing period to have a better chance of receiving housing.

Meeting financial aid deadlines will not be a problem if the student has filed an application during the priority period. Moreover, by submitting the financial aid forms early, the school that the student has chosen will have an opportunity to advise the student of other school-based financial options, such as scholarships or loans, etc.

At the same time the student submits a completed application for admission, transcripts should be requested and sent from the ECC and all other colleges to the transfer institution. Courses in progress should be included with the original transcript. Evaluation of the application for admission will begin immediately if the student's transcripts are received, whether they are complete or not. The transfer institution will simply grant probationary admission until the completed transcript is received. A final completed transcript must also be requested from the ECC Records Office and forwarded to the transfer institution.

See Appendix "F" & "G"



Some schools may require additional information to better evaluate a student's potential abilities. A composition, an autobiography, or an essay may be required. Furthermore, letters of recommendation and/or nomination letters are often requested of a transferring EOP&S student. SAT or ACT test scores are always required if a student has earned less than 56 units. High school transcripts may be requested by any transfer institution even if the student has earned 56 or more units.

See Appendix "H" for examples

The completion of the entire application process can be an exhausting, tricky piece of business, especially when applying to many different schools. However, when an application is received incorrectly filled out or incomplete, it is viewed cautiously by the transfer institution. Remember, this document is often the first and only contact the school has had with the student, so make certain that the application is correct and complete. It is, after all, a reflection upon you as a student.

As students proceed through the transferring process, it is recommended that they keep in touch with the EOP&S transitional guidance adviser. It is also important to make an appointment with the adviser as soon as they have chosen a school so that deadlines and priority dates can be met.

In fact, students should keep in touch with the transitional guidance adviser even after their application has been submitted, reporting both successes and disappointments, so that Transitional Guidance can further advise, assist and refer them through appropriate channels. Additional information regarding specifics necessary for transferring to a particular school can also be found in the schools' transfer guides (i.e. the UC's ANSWERS FOR TRANSFERS and CSU'S AND YOU).

NOTES/COMMENTS: _____

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D.

FINANCIAL AID

EOP&S continues to emphasize the importance of applying for financial aid assistance when transferring. The increased tuition costs will increase the benefits students can receive from various financial aids sources. Funds may be available for tuition, housing, books and supplies, and living expenses.

If students are presently receiving financial aid at ECC, it does not automatically transfer with them. The students will need to contact the Financial Aid Office at the transfer school to find out what documentation is needed to complete the financial aid package. However, a financial aid transcript is definitely needed.

Due to higher costs at the transfer institution, a previously ineligible student may now qualify for financial aid. Therefore, everyone should complete the appropriate financial aid forms and allow the College Scholarship Service to determine their eligibility for aid.

Financial aid sources that may be available are: Federal Pell Grants, Cal Grants (California schools only), and EOP (Educational Opportunity Program) Grants. To receive any of these financial aid programs, a student first fills out a Student Aid Application for California (SAAC) form. The Cal Grant requires a separate form in addition to the SAAC. Fee waiver forms are also available for transfer institutions, but must be forwarded to the school itself. Out-of-state grants may also be available if a student is transferring to a school outside California. Completion of the financial aid form (FAF) and any out-of-state (individual University's) FAF is necessary to be eligible for any of these sources of assistance.

Assistance in completing all financial aid forms is available in the EOP&S Office and at financial aid workshops. Students are encouraged to file these forms during the priority filing dates mentioned in the SAAC, Cal Grant or Pell Grant brochures. These dates change from year to year.

PRIORITY DEADLINE DATES FOR FINANCIAL AID

SAAC between Jan. 1 of one year and May 1 of the following.

Date submitted: _____ Acknowledged _____

Cal Grant between Jan. 1 and March 2 of any given year.

Date submitted: _____ Acknowledged _____

Pell Grants same as SAAC

Date submitted: _____ Acknowledged _____ SAR Received ____

Scholarships--on-going

Dates submitted _____ Acknowledged _____
_____ Acknowledged _____

LOANS

Dates submitted:_____ Acknowledged _____

NOTES/COMMENTS: _____
_____
_____
_____
_____
_____
_____

SCHOLARSHIPS

E.

SCHOLARSHIPS AND LOANS

Scholarships and grants are considered conditional awards given to students for academic achievement or potential. Loans, however, require repayment. Generally, loan repayment programs are arranged to begin when students are no longer enrolled in school, either due to graduation or termination of their academic career. Some loans are granted directly to students while others require parental information and signature, and/or guarantors for repayment. Research the sources in terms of criteria for eligibility and criteria for repayment carefully before accepting responsibility for any loans.

Scholarships and loans are also available from private sources, such as corporations, agencies, clubs, associations and individual donors. The private sources of financial assistance may be awarded to students on a number of criteria, such as GPA, major area of study, ethnic group, etc., or they may be based solely on financial need.

The search for these available sources can be made through the Scholarship Office, the Career and Transfer Center, the Library, and from the transitional guidance adviser available in the EOP&S Office, where there are also books, computer software and search services available for your information.

See Bibliography and Resources sections

List the Scholarships that you are <u>eligible</u> for:

_____
_____
_____
_____
_____
_____
_____

List Scholarships you applied for:	Response received from Applications:
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

NOTES/COMMENTS: _____
_____
_____

F.

ONCE YOU ARE ACCEPTED
TO THE TRANSFER INSTITUTION

Once you have received a letter of acceptance to your chosen school, you are almost home free. Congratulations! You have completed all your paper work, turned it in on time, and have been accepted!!!!

However, now is the time to follow-up on finalizing arrangements for preparing to attend your new school. The follow-up should include:

(1) Follow-up at the Educational Opportunity Program/Student Affirmative Action (EOP/SAA) Office to see that their files on you are complete. Date Completed: _____
Notes/Comments: _____

(2) Respond quickly and carefully to all communication from your transfer school. (Make copies of all communications).
Date Completed: _____
Notes/Comments: _____

(3) Follow-up on Housing procedures if necessary.
Date Completed: _____
Notes/Comments: _____

(4) Look into childcare facilities and/or arrangements if needed. Date Completed: _____
Notes/Comments: _____

(5) Follow-up with forwarding all necessary forms to the Financial Aid Office at your new school (Student Aid Reports must be delivered in person, or by registered mail).
Date Completed: _____
Notes/Comments: _____

(6) Make an appointment with an academic counselor at your new school for program and class advisement.
Date Completed: _____
Notes/Comments: _____

(7) Investigate the procedure, or process, necessary for finding tutorial assistance. Date Completed: _____
Notes/Comments: _____

(8) Report successes and problems to our EOP&S Transitional Guidance component.

G.

BIBLIOGRAPHY

El Camino Community College Catalog
(current edition available in the Bookstore)

CSU and You - A guide for Community College Transfers to the California State University system. (available in Career/Transfer Center and EOP&S Office-Transitional Guidance component)

Answers for Transfers - University of California system
(current edition available in Career/Transfer Center and EOP&S Office - Transitional Guidance component)

Index of Majors - College Entrance Examination Board
(current edition available in the EOP&S Office - Transitional Guidance component)

The College Handbook - College Entrance Examination Board
(current edition available in the EOP&S Office - Transitional Guidance component)

Peterson's College Selection Service - Four-Year Colleges
(current computer software available in the EOP&S Office - Transitional Guidance component)

Scholarships Today - Jefferson's Software
(current software available in the EOP&S Office - Transitional Guidance component)

Many individual transfer institutions catalogs
(available in the Career/Transfer Center and the EOP&S Office - Transitional Guidance component)

Additional resources may be available in the Career and Transfer Center and the Scholarships Office.

RESOURCES

El Camino College	Transfer Institution
Admissions Office	Admissions Office
Career Center	Counseling/Advisement Office
EOP&S Office	EOP/SAA Office
Financial Aid Office	Financial Aid Office
Job Placement Office	Housing Office
Records Office	Relations w/Schools & Colleges Office
Scholarships Office	
Transfer Center	

H.

APPENDIX

Item "A" Catalog description of University of Southern California's School of Business Options.

Item "B" Excerpt from the Index of Majors on California Institutions offering "Business" as a major area of study.

Item "C" Sample copies of flyers describing a campus visit and tour.

Item "D" General education requirement sheet

Item "E" Sample copies of the Intent to Graduate from El Camino College and Request for Certification of meeting the General Education Requirements for All California State Colleges (forms available in the Admissions Office).

Item "F" Sample copy of the OFFICIAL Transcript Request Form - (form available in the Records Office).

Item "G" Sample copy of a student's official academic transcript.

Item "H" Sample copies of a suggested format for writing an essay and the EOP recommendation and nomination forms. (forms available in the EOP&S Office - Transitional Guidance component)

or remedial courses. Courses that do not appear on the articulation agreement are not transferable. A maximum of 70 semester units may be transferred from community colleges. Check with the USC Admissions Office for questions about transferable courses or see a business counselor in Bridge Hall 104. Official transcripts of college work taken elsewhere must be submitted at the time of application to secure a credit evaluation which will indicate transfer courses accepted for credit.

Four Year Colleges
Most courses are acceptable for unit credit from all fully accredited four year institutions. If they do not satisfy specific subject requirements at USC, they will be accepted for elective course credit.

Students are urged to complete all their required business courses at USC. All business courses completed at either a two- or four-year institution, if transferable, will be considered elective units unless a challenge examination is passed. The Learning Support Center, Hoffman Hall 300, administers these examinations.

The only course exceptions to this policy are BUAD 280 and BUAD 403. Each of these courses may be substituted by transferring two semesters of equivalent work from another institution. No challenge examination is necessary.

Credit by Examination
A maximum of 32 semester units taken by examination may apply to the bachelor's degree. Students may receive unit and subject credit through the following examinations: College Level Examination Program (CLEP), Advanced Placement Examination of the College Entrance Examination Board (CEEB), DANTES/SST, and USC's "Challenge Examinations."

Skill Level Examinations
All students who began college work as freshmen in fall 1982, or later, at USC or at another institution, must meet the General Education Composition Skill Level Requirement.

International Business Courses
The interest in international businesses is reflected in the curricula of the school. Such courses as the following permit students to broaden their understanding of this increasingly important part of America's worldwide involvement: international business operations, international finance, regional analysis for international business, multinational marketing, and management in a world perspective.

The school has an 8-unit international comparative management summer program focusing on the economic, social and political environment in the United States and major European countries. After three weeks of intensive study on the USC campus, the program moves to Western Europe for conferences with the executives controlling American firms in Europe and world corporations headquartered in Europe. In addition, briefings are scheduled with ranking government officials on the economic and political environments of the countries visited.

With strong programs in international relations, public administration and East Asian studies as well as in business, USC is able to provide excellent offerings for students seeking careers in the international field.

Lower Division Requirements
Students are expected to complete 60 nonbusiness units plus introductory accounting before enrolling in upper division classes. See the sample programs on the following pages for scheduling suggestions. Transfer students may meet individual subject requirements with 3 semester units or 4 quarter unit courses; however, additional nonbusiness elective courses must be taken to complete the required 60 units of nonbusiness classes.

Successful completion of upper division courses for which lower division courses are prerequisites does not constitute a basis for waiving the lower division courses. For example, a student who passes BUAD 310 prior to taking MATH 118 will not be waived from the MATH 118 requirement.

In addition, international students working towards the business degree must take and successfully complete ALI 103 (Argumentation).

General Education Requirements
The School of Business has revised its general education requirements to coordinate with those of the College of Letters, Arts and Sciences. Those students who began their *college careers* before fall 1983 complete the general education requirements in effect before that date. Those students who began their *college careers* (whether at USC or another institution) in fall 1983, and after, follow current requirements.

The list of acceptable courses for the areas of study requirement is published in the *General Education Addendum to the USC Catalogue*.

Skill Level, Composition
Composition 101 and 102

Areas of Study
Two Natural World courses (from any two of the three different areas: Physical, Earth and Life Sciences)
One Literature course
One Empirical Approaches course (Students considering accounting as a major are advised to take PSYC 100g.)
One Non-Western Culture course
A total of two courses from the following five categories:
American Public Life, Western Culture I, Western Culture II, the Arts, and Ethical Approaches

Additional Lower Division Requirements
MATH 117 and 118, ECON 250 and 251 (along with COMP 101 and 102) are required courses which must be completed before admission to the School of Business.

The required accounting course, BUAD 280, must be completed before enrolling in upper division courses; but does not need to be completed before admission to the School of Business. BUAD 280 must be taken for a letter grade, whether taken at USC or transferred.

Sample Lower Division Program

First Year, Fall	*Units*
COMP 101	4
Empirical Approaches	4
Natural World	4
Non-Western Cultures	4
	16

First Year, Spring	*Units*
COMP 102	4
Natural World	4
MATH 117	4
One course from American Public Life, Western Culture I or II, the Arts or Ethical Approaches	4
	16

Second Year, Fall	*Units*
ECON 251	4
MATH 118	4
Literature	4
Elective	4
	16

South Dakota
Augustana College *B*
South Dakota State University *B*
University of South Dakota *B,M*

Tennessee
Austin Peay State University *B*
Belmont College *B*
Carson-Newman College *B*
Christian Brothers College *B*
David Lipscomb College *B*
East Tennessee State University *B,M*
Knoxville College *B*
Lincoln Memorial University *B*
Memphis State University *B*
Middle Tennessee State University *B,M,D*
Milligan College *B*
Tennessee State University *B*
Tennessee Technological University *B*
Tennessee Wesleyan College *B*
Union University *B*
University of Tennessee: Knoxville *B,M,D*
University of Tennessee at Martin *B*

Texas
Angelo State University *B*
Baylor University *B,M*
Houston Baptist University *B*
Lamar University *B*
McMurry College *B*
Midwestern State University *B*
North Texas State University *B*
Stephen F. Austin State University *B*
Texas A&I University *B,M*
Texas Southern University *B*
Texas Tech University *B*
University of Houston-Clear Lake *B,M*
University of Houston—University Park *B*
University of Mary Hardin-Baylor *B*
University of Texas at Arlington *B,M*
University of Texas at El Paso *B,M*
University of Texas of the Permian Basin *B*
University of Texas at San Antonio *B*
University of Texas at Tyler *B*
West Texas State University *B,M*

Utah
Brigham Young University *B,M*
University of Utah *B,M,D*
Weber State College *B*

Vermont
Goddard College *B,M*
Johnson State College *B*
Norwich University *B*
Vermont College of Norwich University *B*

Virginia
Christopher Newport College *B*
Hampden-Sydney College *B*
James Madison University *B*
Mary Baldwin College *B*
Marymount College of Virginia *B,M*
Old Dominion University *B,M*
Randolph-Macon College *B*
Randolph-Macon Woman's College *B*
University of Richmond *B*
Virginia Polytechnic Institute and State University *B,M,D*
Virginia State University *B,M*
Virginia Wesleyan College *B*

Washington
Central Washington University *B*
Gonzaga University *B*
St. Martin's College *B*
Seattle Pacific University *B*
Seattle University *B*
University of Washington *B,M*
Walla Walla College *B*
Western Washington University *B*
Whitworth College *B*

West Virginia
Davis and Elkins College *B*
Fairmont State College *B*
Marshall University *B*
Shepherd College *B*
West Virginia University *B,M,D*
West Virginia Wesleyan College *B*

Wisconsin
Cardinal Stritch College *B*
Carroll College *B*
Marquette University *B,M*
Northland College *B*
University of Wisconsin: Eau Claire *B*
University of Wisconsin: La Crosse *B*
University of Wisconsin: Oshkosh *B*
University of Wisconsin: Whitewater *B*

Wyoming
University of Wyoming *B,M,D*

Canada
McGill University *B,M,D*

Business management and administration

Alabama
Alabama Agricultural and Mechanical University *B,M*
Alabama Christian College *B*
Alabama State University *B*
Auburn University *B,M*
Huntingdon College *B*
Jacksonville State University *B*
Livingston University *B*
Miles College *B*
Oakwood College *B*
Samford University *B*
Spring Hill College *B*
Talladega College *B*
Troy State University *B*
Troy State University at Dothan-Fort Rucker *B*
Troy State University in Montgomery *B*
Tuskegee Institute *B*
University of Alabama *B,M,D*
University of Alabama in Birmingham *B*
University of Alabama in Huntsville *B*
University of Montevallo *B*
University of North Alabama *B,M*
University of South Alabama *B,M*

Alaska
Alaska Pacific University *B,M*
University of Alaska: Anchorage *B,M*
University of Alaska: Fairbanks *B,M*
University of Alaska: Juneau *B,M*

Arizona
Arizona State University *B*
Northern Arizona University *B,M*
University of Arizona *B,M,D*
Western International University *B,M*

Arkansas
Arkansas College *B*
Arkansas State University *B,M*
Arkansas Tech University *B*
College of the Ozarks *B*
Harding University *B*
Henderson State University *B*
John Brown University *B*
Southern Arkansas University *B*
University of Arkansas *B,M,D*
University of Arkansas at Little Rock *B,M*
University of Arkansas at Monticello *B*
University of Arkansas at Pine Bluff *B*
University of Central Arkansas *B,M*

California
Antioch University West *M*
Armstrong College *B,M*
Azusa Pacific University *M*
Biola University *B*
California Baptist College *B*
California Lutheran College *B,M*
California State College: Bakersfield *B,M*
California State Polytechnic University: Pomona *B,M*
California State University: Chico *B*
California State University: Dominguez Hills *B,M*
California State University: Fresno *B,M*
California State University: Fullerton *B,M*
California State University: Hayward *B,M*
California State University: Long Beach *B,M*
California State University: Los Angeles *B,M*
California State University: Northridge *B,M*
California State University: Sacramento *B,M*
Chapman College *B,M*
College of Notre Dame *B,M*
Dominican College of San Rafael *B*
Golden Gate University *B,M,D,W*
Holy Names College *B*
Humboldt State University *B,M*
Humphreys College *B*
John F. Kennedy University *B,M*
Loma Linda University *B,M*
Loyola Marymount University *B,M*
Menlo College *B*
Mills College *B*
Mount St. Mary's College *B*
National University *B,M*
Northrop University *B,M*
Pacific Christian College *B*
Pacific Union College *B*
Pepperdine University *B,M*
Pitzer College *B,M*
St. Mary's College of California *B,M*
San Diego State University *B*
San Francisco State University *B,M*
San Jose State University *B,M*
Simpson College *B*
Sonoma State University *B,M*
Southern California College *B*
Stanford University *M,D*
United States International University *B,M,D*
University of California: Davis *M*
University of California: Irvine *M,D*
University of California: Los Angeles *M,D*
University of California: Riverside *M*
University of La Verne *B,M*
University of the Pacific *B*
University of Redlands *B*
University of San Diego *B,M*
University of San Francisco *B*
University of Santa Clara *B,M*
University of Southern California *M*
West Coast University *B,M*
Whittier College *B,M*
Woodbury University *B,M*
World College West *B*

BEAT U.C.L.A.!!!

TROJANS' RULE!!!

SQUASH THE BRUINS!!!

WE'RE GOING TO U.S.C.....

WANNA COME.....??

GO TROY!!!

TROJAN FEVER!!!

DATE:APRIL 15, 1986

LEAVE E.C.C.: 8:30 A.M.
LEAVE U.S.C.: 3:00 P.M.

FOR FURTHER INFORMATION AND SIGN-UP PROCEDURE, DROP BY CAREER AND TRANSFER CENTER, FRONT COUNTER, STUDENT SERVICES CENTER, 1st FLOOR.

CURRICULUM AND INSTRUCTIONAL DEVELOPMENT DIVISION

EL CAMINO COMMUNITY COLLEGE DISTRICT ENSURES EQUAL ACCESS TO ITS SERVICES, CLASSES AND PROGRAMS WITHOUT REGARD TO RACE, RELIGIOUS CREED, COLOR, NATIONAL ORIGIN, ANCESTRY, HANDICAP, SEX OR SERVICE AS A VIETNAM-ERA VETERAN.

ITEM C-2

HOW TO TRANSFER TO THE UNIVERSITY OF CALIFORNIA

The application process for Fall '87 will be reviewed

Presentation by Ms. Debra Peterson, Outreach Counselor, EOP/SAA, U.C. Irvine

DATE: Tuesday, Oct. 14, 1986

TIME: Presentation, 12:30 - 2:00

PLACE: Career Center, SSC
(across from Admissions)

Co-sponsored by Extended Opportunity Programs and Services (EOP&S) and Career & Transfer Center

Anyone interested in a tour to UCI on Oct. 31, please let us know.

EL CAMINO COMMUNITY COLLEGE DISTRICT ENSURES EQUAL ACCESS TO ITS SERVICES, CLASSES AND PROGRAMS WITHOUT REGARD TO RACE, RELIGIOUS CREED, COLOR, NATIONAL ORIGIN, ANCESTRY, HANDICAP, SEX OR SERVICE AS A VIETNAM-ERA VETERAN.

GENERAL EDUCATION REQUIREMENTS FOR CALIFORNIA STATE UNIVERSITY

ELIGIBILITY FOR ADMISSION FROM COMMUNITY COLLEGES

Students eligible for admission from high school to the CSU may transfer with less than 56 semester units provided they maintain a C average (2.0 GPA at El Camino College) and are in good standing. Eligibility is determined by high school grade point average and either SAT OR ACT scores. Students ineligible for admission from high school to the CSU must complete 56 acceptable semester units with a C average or better to be eligible for admission. They will be admitted as juniors and may transfer up to 70 units. Beginning Fall 1986 students must satisfy any high school math and english deficiency prior to transfer.

GENERAL EDUCATION REQUIREMENTS (Effective Fall 1983)

Effective Fall semester 1981, the CSU requires a minimum of forty-eight (48) semester units of General Education of all new and returning students, regardless of major; 39 of these may be certified by the community college. The pattern of courses below under General Education will satisfy 39 semester units of the General Education requirements. Students should concentrate on these courses while attending El Camino, along with specific courses required for their chosen major.

Upon transfer, El Camino will certify, by request, up to thirty-nine (39) semester units of the General Education requirements. Using the patterns outlined for each area, a student must complete from 6 - 9 units in Area A, 9 - 12 in Area B, 6 - 12 in Area C, 9 - 12 in area D and 3 units in Area E. No more than (30) total units will be certified in Areas B through D. Requests for certification should be made during the student's last semester at El Camino. Courses completed at a California State University after transfer cannot be transferred back to El Camino for certification.

AREA A - COMMUNICATION IN THE ENGLISH LANGUAGE AND CRITICAL THINKING (6-9 units)

For 6 units, one course from subsection 1 and one course from either 2 or 3. For 9 units, one course from each subsection 1, 2, and 3. English WC may be used to satisfy high school deficiency but it is not transferable to CSU.

1. English 1A
2. Speech Communication 1, 3, 4
3. Philosophy 8 or Psychology 3

AREA B - NATURAL SCIENCE AND MATHEMATICS (9-12 units)

One course from subsection 1 and one from 2. One of these courses must include a laboratory which is indicated by asterisk (*) below. Additional courses may be selected from 1, 2, or 3. NOTE: An Entry Level Mathematics Examination (ELM) is required by CSU unless the student is certified in Area B3 by a community college. Math 1 (minimum grade of C) or passing a higher level math course is necessary to be exempt from the ELM exam. Math A and/or B may be used to satisfy high school deficiency but are not transferable to CSU.

1. Life Sciences:
   Anatomy 30*, 32*
   Anthropology 1
   Biology 1A*, 10*, 12*, 14*, 15, 16*, 17
   Botany 1*
   Zoology 1A*

2. Physical Sciences:
   Astronomy 9, 10, 11, 12*
   Chemistry 1A*, 4*, 8*, 11, 12*, 20*, 21A,
   Geography 1, 6*
   Geology 1, 2, 3*, 4*, 15, 30A*, 30B*
   History of Science 11
   Meteorology 11
   Oceanography 10*
   Physical Science 11
   Physics 1A*, 2A*, 11, 12*

3. Mathematical Concepts and Quantitative Reasoning:
   Computer Science 10; Mathematics 1, 2A, 2B, 4, 5A. 7. 9A, 20

(OVER)

AREA C - HUMANITIES AND THE ARTS (6-12 units)

One course from subsection 1 and one course from 2. Additional courses may be selected from subsections 3, 4, or 5.

1. Fine Arts:

Art 1, 2, 3, 4, 5A, 5B, 6, 7
Architecture 104
Music 11, 12, 13, 15A, 15B
Speech Communication 8
Theatre 1, 4, 8, 11

2. Humanities:

English 1B, 15A, 15B, 20, 21, 22, 23, 26, 27, 28, 29, 30, 35, 36, 37, 39, 40, 43, 44, 45, 49
Philosophy 2, 3, 7, 10, 11, 23, 33, 37

3. Active Participation:

Art 12A, 21, 30A, 31, 46A, 61A, 73A, 81A
Music 20a, 21a, 23a, 24A, 30a, 31A 35A, 41, 43a, 44a, 45a, 46a, 51a 52a, 55a, 56a, 60a, 61a, 62a, 63a 64a, 65a, 66a, 68a, 69a, 70a, 71a, 72a
English 24A, 24B, 25A, 32a
Physical Education 308, 309a, 311a, 320a
Speech Communication 24a
Theatre 70a, 74a, 90, 94, 96a

4. Foreign Language:

French 4, 5, 6
German 4, 5, 6
Japanese 4
Latin 3,4
Spanish 4, 5, 6

5. Cultures:

American Studies 1, 2, 3, 4, 5
Anthropology 2, 3, 6
Geography 2
History 3, 4
Japanese 25
Theatre 23, 24

AREA D - SOCIAL AND BEHAVIORAL SCIENCES AND THEIR HISTORICAL BACKGROUNDS (9-12 units)

One course from subsection 1 and one course from 2.
An additional course must be selected from subsections 3 or 4.

1. U.S. History:

History 1, 6, 9, 10A, 10B, 13 (or Economics 13), 15A, 15B, 16, 32

2. Political Institutions:

Political Science 1, 8, 9, 16

3. Behavioral Sciences:

Gerontology 1
Psychology 5, 8, 11
Sociology 4, 5

4. Social Sciences:

History 5A, 5B, 11, 12, 14A, 14B 17, 19, 30, 31
Economics, 1, 2, 5
Geography 4, 5
Political Science 2, 3, 5, 10

AREA E - UNDERSTANDING AND SELF-DEVELOPMENT

3 units must be selected from the following:

Contemporary Health 1
Home Economics 11
Physical Education 260
Psychology 2, 12, 33
Sociology 2, 3
Speech Communication 12

One unit may be taken from:

Physical Education 1a, 54a, 221a, 232a, 241B, 242, 251A, 300a, 301a, 400a 401a, 402a, 403a

ITEM E-1

NOTICE OF INTENT TO GRADUATE FROM EL CAMINO COLLEGE - FALL ☐ SPRING ☐ SUMMER ☐

PLEASE PRINT YOUR NAME AS IT IS TO APPEAR ON YOUR DEGREE

MR. ☐
MRS. ☐
MISS ☐
MS. ☐

NAME
(first) (middle) (last)

ADDRESS
(number) (street) (city) (zip code)

(phone number) (social security no.) (birthdate)

List Present Program For:

Fall ☐ Spring ☐

Major for AA degree _____

Original Major at E.C.C._____

Subject & Course Number	Units
TOTAL	

Do you plan to transfer to another college after you receive your degree

YES ☐

NO ☐

If yes, where do you plan to transfer

_____
(Name of School)

Have you attended colleges other than ECC?

YES ☐ NO ☐

If yes, where?_____

_____

_____

If you plan to use summer school to complete your graduation requirements, list program below:

Subject & Course Number	Units
TOTAL	

ETHNIC SURVEY: This information is required by the United States Department of Health, Education, and Welfare. Which of the following best describes your ethnic background: Place number here_____.
(1)American Indian or Alaskan Native (2) Asian or Pacific Islander (3) Black (4) White (5) Hispanic (6) Filipino

VETERANS: If petitioning for Health Education credit, check here and file a separate petition for military credit along with a copy of DD 214 ☐

_____
(Student's Signature) Date

The results of this evaluation will be sent to you approximately six weeks from this date.

FOR OFFICE USE ONLY:

ELIGIBLE_____ INELIGIBLE_____ NOTIFIED ON: CARD_____

DEGREE MAILED ON_____ TRANSCRIPT STAMPED_____ LETTER_____

CARD TYPED_____

ITEM E-2

REQUEST FOR CERTIFICATION OF MEETING THE GENERAL EDUCATION REQUIREMENTS FOR ALL CALIFORNIA STATE COLLEGES

NAME _____ DATE _____
Please Print Last First Middle

ADDRESS _____ PHONE _____
Number - Street City Zip

BIRTHDATE _____ SOCIAL SECURITY NUMBER _____

Check one of the following:

I am not currently enrolled _____ (certified transcripts will be sent now)

I am currently enrolled _____ (certified transcripts will be sent after finals)

Please list current program:

_____ _____

_____ _____

_____ _____

_____ _____

The certification is notated on the El Camino College transcript. Currently enrolled students should not expect certified transcripts to be sent to their transfer school until the end of the semester.

Name of college where transcript is to be sent:

_____

to the attention of _____

FIRST TWO TRANSCRIPTS ARE FREE
$1.00 charge for each additional copy

_____ _____
Student' Signature Date

FOR OFFICE USE ONLY:

EVALUATOR _____ _____ DATE CERTIFIED: STAMPED _____
Initial Date

MAILED _____

STUDENT NOTIFIED _____
Date

ITEM F

EL CAMINO COLLEGE, Records
16007 Crenshaw Boulevard
Torrance, California 90506

Phone 532-3670, Ext. 305

FIRST TWO TRANSCRIPTS ARE FREE
$1.00 charge for each additional copy.

FAMILY RIGHTS & PRIVACY ACT PROHIBITS ANY PERSON OTHER THAN STUDENT MAKING REQUEST

OFFICIAL TRANSCRIPT REQUEST
(for official transcripts only)

Soc. Sec. #_____ Today's Date_____

Reg. #_____
(Attended before Spring 1983)

ATTENDED:

Birthdate_____ _____ FROM _____ TO

STUDENT'S NAME (Please Print)

_____
LAST FIRST MI

_____
No. Street Apt #, City, Zip

Phone #_____

Former Names_____
(I.E. Maiden Name)

_____
Your Signature

Have you requested two (2) copies of your ECC transcript at any time in the past?

_____ YES _____ NO

SEND: NOW_____

With work in Progress _____

At end of_____ semester, after grades are in the computer.

NOTE: El Camino College does not send transcripts of high school or other colleges attended.

PLEASE SEND COPIES OF MY ECC TRANSCRIPTS TO:

1.

_____
Name of School or Other

_____
No. Street

_____
City State Zip # of copies

2.

_____
Name of School or Other

_____
No. Street

_____
City State Zip # of copies

IF YOU LIST ADDITIONAL SCHOOLS, ETC. ON THE REVERSE SIDE, PUT AN "X" IN BOX ☐

11/85/5M

EL CAMINO COLLEGE
TORRANCE CA. 90506

ITEM G

STUDENT ID:

BIRTHDATE:

COURSE	TITLE	U.A.	U.E.	GR	GPTS	
CSUC GENERAL EDUCATION CERTIFICATION COMPLETE JUNE 16, 1987						
SPRING 85						
ENGL A	BASIC ENGLISH	3.0#	3.0	CR	0.0	
SPAN 1	ELEMENTARY SPANISH I	4.0	4.0	A	16.0	
	SEMESTER TOTALS:	4.0	7.0		16.0	GPA= 4.00
SUMMER 85						
PSYCH 5	GENERAL PSYCHOLOGY	3.0	3.0	B	9.0	
	SEMESTER TOTALS:	3.0	3.0		9.0	GPA= 3.00
FALL 85						
AMER STU 2	WOMEN IN AMERICAN CULTURE	3.0	3.0	A	12.0	
ENGL 1A	READING AND COMPOSITION	3.0	3.0	B	9.0	
SPCH 1	EFFECTIVE SPEAKING	3.0	3.0	B	9.0	
SPAN 2	ELEMENTARY SPANISH II	4.0#	0.0	W	0.0	
ZOOLOGY 1A	GEN INVERTEBRATE ZOOLOGY	4.0	4.0	C	8.0	
	SEMESTER TOTALS:	13.0	13.0		38.0	GPA= 2.92
SPRING 86						
C H 1	PERS/COMMNTY HEALTH PRCB	3.0	3.0	C	6.0	
HIST 1	US HISTORY (SURVEY)	3.0	3.0	B	9.0	
P S 1	GOVERNMENTS US/CALIF	3.0	3.0	C	6.0	
SPAN 2	ELEMENTARY SPANISH II	4.0#	0.0	W	0.0	
	SEMESTER TOTALS:	9.0	9.0		21.0	GPA= 2.33
SUMMER 86						
ART 1	ART IN MODERN LIFE	3.0	3.0	B	9.0	
MATH A	ELEMENTARY ALGEBRA	4.0	4.0	B	12.0	
	SEMESTER TOTALS:	7.0	7.0		21.0	GPA= 3.00

* * * * * * * * * * * * * * * *

*** THIS TRANSCRIPT IS THE ACADEMIC RECORD FOR THE PERIOD OF JANUARY 1983 TO PRESENT**

I CERTIFY THAT THE ABOVE INFORMATION IS CORRECT AND THAT THIS STUDENT IS ENTITLED TO HONORABLE DISMISSAL.
FEDERAL LAW PROHIBITS ACCESS TO THIS RECORD BY ANY OTHER PARTY WITHOUT THE WRITTEN CONSENT OF THE STUDENT.

LEGEND

" REPEAT
Bd Policy #6130

HIGH SCHOOL CREDIT

@ ACADEMIC RENEWAL
Bd Policy #6129

THE ABOVE COURSES ARE NOT INCLUDED IN THE CUMULATIVE TOTALS NOR SEMESTER TOTAL.

' REPEAT
Bd Policy #6130

THIS REPEAT COURSE IS INCLUDED IN THE CUMULATIVE TOTALS AND SEMESTER TOTAL.

Grade	Points
A — Excellent	4
B — Good	3
C — Average	2
D — Passing	1
F — Failing	0
CR — Credit	0
NC — No Credit	0

EL CAMINO COLLEGE
TORRANCE CA. 90506

STUDENT ID:

FALL 86						
ASTRON 10	STELLAR ASTRONOMY	3.0	3.0	C	6.0	
ENGL 1B	UNDERSTANDING LITERATURE	3.0	3.0	A	12.0	
GEOG 5	WORLD REGIONAL GEOGRAPHY	3.0	3.0	C	6.0	
MATH 1	SECOND COURSE IN ALGEBRA	4.0	4.0	B	12.0	
PE 311AB	MODERN DANCE TECHNIQUE I	1.0	1.0	A	4.0	
	SEMESTER TOTALS:	14.0	14.0		40.0	GPA= 2.85
SPRING 87						
MATH 7	ELEM PROBABILITY/STATS	3.0#	0.0	W	0.0	
PE 300AB	AEROBIC FITNESS,BEGINNING	1.0	1.0	A	4.0	
PHIL 8	INTRODUCTION TO LOGIC	3.0	3.0	B	9.0	
PSYCH 7	PHYSIOLOGICAL PSYCHOLOGY	3.0	3.0	B	9.0	
SPAN 2	ELEMENTARY SPANISH II	4.0	4.0	A	16.0	
	SEMESTER TOTALS:	11.0	11.0		38.0	GPA= 3.45
	CUMULATIVE TOTALS:	61.0	64.0		183.0	GPA= 3.00

NOT INCLUDED IN TOTAL UNITS

TRANSCRIPTS PRINTED	DATE	COPIES
CSOLF	05/01/87	01
CSOLB (C)	07/09/87	01

TRANSCRIPTS PRINTED	DATE	COPIES
	07/09/87	01

LEGEND

" REPEAT
Bd Policy #6130

HIGH SCHOOL CREDIT

@ ACADEMIC RENEWAL
Bd Policy #6129

THE ABOVE COURSES ARE NOT INCLUDED IN THE CUMULATIVE TOTALS NOR SEMESTER TOTAL.

' REPEAT
Bd Policy #6130

THIS REPEAT COURSE IS INCLUDED IN THE CUMULATIVE TOTALS AND SEMESTER TOTAL.

* * * * * * * * * * * * * * * *

*** THIS TRANSCRIPT IS THE ACADEMIC RECORD FOR THE PERIOD OF JANUARY 1983 TO PRESENT**

I CERTIFY THAT THE ABOVE INFORMATION IS CORRECT AND THAT THIS STUDENT IS ENTITLED TO HONORABLE DISMISSAL.

FEDERAL LAW PROHIBITS ACCESS TO THIS RECORD BY ANY OTHER PARTY WITHOUT THE WRITTEN CONSENT OF THE STUDENT.

Grade	Points
A — Excellent	4
B — Good	3
C — Average	2
D — Passing	1
F — Failing	0
CR — Credit	0
NC — No Credit	0

ITEM H-1

Writing Your Essay for Admission

As part of the University of California Undergraduate Application for Admission, you are asked to submit a personal essay. The essay allows you to share important information about yourself and to identify those skills and abilities that, together with your educational and career goals, support your ability to succeed at the University. It is to your advantage to submit a thoughtful, well-organized, concise, and grammatically correct essay that conveys your interests, experiences, personality, and future goals.

Here are a few suggestions that may help you write your essay—

- Type (or write legibly in black ink) on 8½ x 11 paper, on one side only.
- Read carefully for correct grammar, punctuation, spelling, and content.
- Put your draft aside for a day, then read it again and revise if necessary.
- If possible, let someone else (an English teacher for example) read and evaluate your essay.
- Make a copy of your essay for your records.

We have included here a brief outline of an essay that may be helpful to you as you prepare your own. There is no right or wrong way to describe yourself, but this outline may help you to organize your thoughts.

First paragraph—Personal Background
Introduce yourself and your family. Describe your goals in life, citing factors that helped you to define those goals and to form your personal value system.

Second paragraph—Your Academic Training
Discuss your academic training. What courses were particularly challenging to you? What academic areas are of special interest to you? Include any significant experience, courses, or knowledge you acquired outside of school that contributed to your preparation for University work.

Third paragraph—Extracurricular Activities
Briefly list any academic, athletic, or community activities in which you have participated, paying special note to those which show evidence of your leadership ability, motivation, self-discipline, and maturity.

Fourth paragraph—College Aspirations
Discuss why you want to attend the University. What do you see as the value of a University education? Have you selected a field of study? If so, how did you become interested in your intended major and what have you done to develop your interest in this field?

Fifth paragraph—Career Aspirations
Do you have an occupational goal in mind? If you have not chosen a major, you should discuss academic areas of interest you would like to investigate.

Sixth paragraph—Conclusion
Summarize your educational goals. You may wish to include any special circumstances the University should be aware of when considering your application, such as family or financial considerations.

FALL 1987 PRIORITY FILING DATE — MARCH 1, 1987

1987-88 NOMINATION FORM

ITEM H-2

EDUCATIONAL OPPORTUNITY PROGRAM
THE CALIFORNIA STATE UNIVERSITY

INSTRUCTIONS TO APPLICANT:

Enter your name and social security number below and give this form to a ***teacher*** or ***counselor*** at your high school or community college. *If you have not been in recent contact with a representative of a school*, the Nomination Form may be signed by the campus president or designee (usually the **EOP Director**) of the campus where you are applying. **This form should not be completed by the same person who completed the Recommendation Form.**

Jane Doe	000-00-0000	CSU Dominguez Hills
Your Name	Social Security Number	Campus Applying To

213 555-0000
Area Code Phone No.

INSTRUCTIONS TO SCHOOL TEACHER OR COUNSELOR:

This nomination identifies a potential college student who may benefit from the counseling, tutoring, and financial assistance provided by the Educational Opportunity Program of The California State University. This does not commit the nominating agency to any legal responsibility or liability.

"El Camino College (Nominating School) nominates Jane Doe (Applicant) to be considered as a candidate for enrollment in the Educational Opportunity Program."

Name Frank Gonzales Date 1/10/87

Title Director, E.O.P.&S. Phone No. (213) 715-0000

Mailing Address 16007 Crenshaw Blvd.
Number Street

Via Torrance | California | 90506
City | State | Zip Code

Please complete the following items as accurately as possible. If your relationship with the applicant does not allow you to make an evaluation of any item please indicate "N/A" or not applicable. Please understand that this document may be made available for inspection at the student's request, pursuant to the Family and Educational Rights and Privacy Act and related laws and regulations.

1. How long have you known the applicant? 3 year(s). Under what circumstances?

   Participated in the EOP&S program as a student, then took Peer Counseling Training and became a Peer Counselor 2 ½ years ago. For the past year, has been part of the Transitional Guidance team.

2. Based on your knowledge of the applicant, check how you rate his/her academic skills and potential to succeed in college.

	Outstanding	Above Average	Average	Needs Improvement
1) Academic achievement		X		
2) Writing skills		X		
3) Reading skills	X			
4) Math skills				X
5) Academic potential	X	35		

3. Check how you rate applicant's characteristics and motivation:

	Strongly Agree	Agree	Agree Somewhat	Disagree
1) Has positive self image	X			
2) Demonstrates leadership capability	X			
3) Self starter, has intellectual curiosity	X			
4) Is highly motivated	X			
5) Survives frustrating experiences, is tolerant of minor disappointments	X			
6) Has potential for growth	X			

4. What other qualities come to mind that best describe applicant?

She is very bright, intelligent and with a warm, outgoing manner and personality. Students seem to be able to relate to her and feel secure in coming to her for support and counseling.

5. To the best of your knowledge, does this applicant have a *historically disadvantaged background* (i.e., low income for several years, first generation college student, inner-city or migrant family)?

Yes X No _____ Why?

Has disadvantaged background of low income for several years while struggling to complete her education.

She is also a first generation college student and of partial Indian heritage.

6. If you were the applicant's college teacher or advisor, what services or assistance would you provide to assist him/her succeed in college?

All services would be beneficial, especially math tutoring and support in adjusting to the 4 year University.

7. Are you aware of any current circumstances or problems which might affect applicant's performance in college (e.g., financial background, family responsibilities, educational preparation, health)?

Major problem would be financial.

8. What is your assessment of the student's potential and motivation to succeed in college? What is your evaluation of the applicants capability for undertaking college work?

She is definately highly motivated to succeed and her potential for doing so is very high. She will be an asset to any college or program she becomes part of.

Signature _____

Please return this form to the EOP Office at the campus where applicant is applying.

FALL 1987 PRIORITY FILING DATE — MARCH 1, 1987

1987-88 RECOMMENDATION FORM

ITEM H-3

EDUCATIONAL OPPORTUNITY PROGRAM
THE CALIFORNIA STATE UNIVERSITY

Applicant's Name Doe (Last) John (First) 213-555-0000 (Area Code / Phone No.) 000-00-0000 (Social Security Number)

Campus Applying to Cal State Fullerton Term/Year Fall 1987

To The Student:

Complete the above information and give this form to a counselor, teacher, community member, employer or any individual who can comment about your potential to succeed in college. ***This form should not be completed by the same person who completed the Nomination Form.***

To The Individual Completing This Form:

The person whose name appears above has applied for admission to the Educational Opportunity Program at a CSU campus. The EOP selection committee would appreciate your answering the questions below in a specific and candid manner, noting in particular, incidents which illustrate his/her maturity, initiative and academic potential to succeed in college. Please understand that your recommendation may be made available for the student's inspection, at the student's request, pursuant to the Family and Educational Rights and Privacy Act of 1974 and related laws and regulations.

Your name Peggy Ginocchio Position Prog.Asst., Transfer Guidance

School/Organization El Camino College Phone 213-715-0000 (Area Code / Number)

Address 16007 Crenshaw Blvd. (Number / Street) Torrance (City) CA (State) 90506 (Zip Code)

Explain comments by using complete sentences; avoid short responses such as "yes" or "no." If your relationship with the applicant does not allow you to make an evaluation of any item, please indicate "N/A" or not applicable.

1. How long have you known the applicant? 2 years 2 months. Under what circumstances?
   Utilized Peer Counseling and Transfer Guidance components of E.O.P.& S.

2. Based on your knowledge of the applicant, check how you rate his/her academic skills and potential to succeed in college.

	Outstanding	Above Average	Average	Needs Improvement
1) Academic achievement		X		
2) Writing skills			X	
3) Reading skills			X	
4) Math skills		X		
5) Academic potential	X			

3. Check how you rate applicant's characteristics and motivation:

	Strongly Agree	Agree	Agree Somewhat	Disagree
1) Has positive self image		X		
2) Demonstrates leadership capability		N/A		
3) Self starter, has intellectual curiosity		X		
4) Is highly motivated	X			
5) Survives frustrating experiences, is tolerant of minor disappointments	X			
6) Has potential for growth	X			

4. What other qualities come to mind that best describe applicant?

He is a very dedicated and hard-working student. He is also doing a very commendable job as a Math tutor.

5. To the best of your knowledge, does this applicant have a *historically disadvantaged background (i.e., low income for several years, first generation college student, inner-city or migrant family)?*

Yes __X__ No _____ Why?

He has been in the U.S. for 2 ½ yers. He came from Vietnam without any family and has had a low income for all this time while struggling to complete his education. His goal is to become a valuable asset to his new country.

6. If you were the applicant's college teacher or advisor, what services or assistance would you provide to assist him/her succeed in college?

All services would be beneficial and appreciated. Tutoring in English and Academic counseling would be especially helpful.

7. Are you aware of any current circumstances or problems which might affect applicant's performance in college (e.g., financial background, family responsibilities, educational preparation, health)?

No, except for financial.

8. What is your assessment of the student's potential and motivation to succeed in college? What is your evaluation of the applicant's capability for undertaking college work?

He has demonstrated his ability to undertake college work by his proven success here at El Camino. In my estimation, his motivation and potential to continue to succeed are both very high.

9. I __X__ Strongly recommend _____ Recommend with reservation
_____ Recommend _____ Do not recommend

that this student be admitted to the CSU Educational Opportunity Program.

2/2/87
Date

Peggy Ginocchio
Signature

Please return this form to the EOP Office where applicant is applying.

FALL 1987 PRIORITY FILING DATE — MARCH 1, 1987

1987-88 APPLICANT INFORMATION FORM

ITEM H-4

EDUCATIONAL OPPORTUNITY PROGRAM
THE CALIFORNIA STATE UNIVERSITY

To be considered for EOP, you must submit this form *and* Part A of the CSU Admissions Booklet. *Print in ink or type.* Answer all questions on the form or indicate N/A if not applicable. All information will be kept confidential and used only in determining your eligibility for the program.

1. Name [Last | First | Initial] 2. Social Security No. [ ]

3. [Street Address | City | State | Zip Code] 4. Home Phone No. ( ) [Area Code]

5. Name and address of someone with whom we may leave a message if you cannot be reached:

Name [ ] Phone No.: ( ) [Area Code]

[Street Address | City | State | Zip Code]

6. Birthdate: [Mo. Day Yr.] 7. Sex: ☐ M ☐ F 8. Major/career interest: [ ]

9. Campus to which you are applying: [ ] 10. Term/year: [ ]

11. Class level at time of planned enrollment: (Check one) Freshman ☐ Sophomore ☐ Junior ☐ Senior ☐

12. School last attended: [School | City | State]

13. If not a high school graduate, have you completed GED (General Education Development) test: Yes ☐ No ☐

14. Have you participated in any of the following educational programs? Please check below:

___ Upward Bound	Date	Campus/Location
___ Talent Search or ___ EOC	Date	Campus/Location
___ Community College EOPS	Date	Campus/Location
___ CSU EOP	Date	Campus/Location

15. Where do you plan to live while attending college? (Check one) On-campus housing ☐ With parents ☐

Off-campus apt. or house ☐ Guardian or relative ☐ Other [ ]

BIOGRAPHICAL AND EDUCATIONAL INFORMATION

16. Give highest year (i.e., 9th, 12th, 16th) in school/college completed by your parents or guardians:

Mother [ ] Father [ ]

17. How many brothers and sisters have *completed* 4 years of college? [ ]

18. How many *have or are currently attending college?* [ ]

19. What languages are spoken in your home? [ ]

20. Ethnic Identity (Enter the proper code for your ethnic group in box) [ ]

Ethnic identity is used by EOP in preparing reports required by the California State Legislature and other governmental agencies. This information is also helpful in understanding economic, social, cultural, language and other influences which may have affected your academic preparation and motivation to attend college.

1. American Indian
   Tribe: _____
2. Black
3. Chicano, Mexican-American
4. Other Hispanic
5. Asian American
C Indochinese
6. Pacific Islanders
7. White, Non-Hispanic
F Filipino
8. Other: _____
D Decline to state

ECONOMIC BACKGROUND

The following information is used to determine history of low income.

21. A. What is the ***current*** occupation/job (list job, not place of employment) for:

Father ☐ Mother ☐ Self ☐

B. What was your parent's occupation/job ***ten years ago?***

Father ☐ Mother ☐

22. A. Did your family receive any income ***during 1986-87*** from public assistance programs such as welfare, AFDC, Social Security, disability, etc.? Yes ☐ No ☐

If yes, list program ☐

B. During the ***past ten years,*** has your family received any income from a public assistance program such as welfare, AFDC, Social Security, disability, etc.? Yes ☐ No ☐

If yes, how many years? ☐ Type(s) of aid ☐

23. Has your family ever participated in any publicly funded programs such as subsidized housing, employment/training programs (i.e., CETA), school lunch programs, etc.? Check one: Yes ☐ No ☐

If yes, list program(s) ☐

24. Do you or any other children in your family work *primarily to contribute to household expenses?*

Yes ☐ No ☐ If yes, explain ☐

FINANCIAL STATUS

The following information is used to determine low income eligibility for EOP. All applicants must complete this section and should attempt to submit the SAAC. EOP may request other forms of documentation to verify self-reported income if the SAAC is not submitted. *Parental income is required for all students including those who are independent.* Incomplete applications will be returned.

25. Parents'/guardian's total taxable and non-taxable income:

	1985 Actual	**1986 Estimated**
Father	$	$
Mother	$	$

26. Total size of parents'/guardian's household (including applicant, parents, dependent children, and other dependents):

27. If you are independent of parental support,

A. how long have you lived apart from parents? ☐ years

B. What is your (and your spouse's) total family income? $ ☐ (**1985 Actual**) $ ☐ (**1986 Estimated**)

C. Number of dependents in household (self, children and spouse): ☐

28. Have you completed the **1987-88** Student Aid Application for California (SAAC) and mailed it to the College Scholarship Service (CSS) in Berkeley, California?

Yes ☐ No ☐ Date ☐

All EOP applicants should submit the SAAC.

I certify that the information submitted in connection with my application to EOP is complete and accurate.

Date: _____ Applicant's Signature: _____

FALL 1987 PRIORITY FILING DATE — MARCH 1, 1987

1987-88 AUTOBIOGRAPHICAL STATEMENT

EDUCATIONAL OPPORTUNITY PROGRAM
THE CALIFORNIA STATE UNIVERSITY

Applicant's Name _____ _____
Last First Middle Social Security No.

Address _____
Number Street Apt. No. City State Zip Code

_____
Area Code Phone No.

To the Student:

Answers to the following questions will help us determine your motivation and preparation to undertake college work. Please answer as precisely and honestly as possible. Use complete sentences and avoid short responses such as "yes" or "no." *If you need more space for comments, please attach additional pages.*

1. List any volunteer or extra-curricular activities in which you are, or have been involved in the past 2 years:

2. What kind of work experience have you had in the past 2 years? _____

3. Why would you like to attend college? Discuss your career and personal goals.

4. Are there any particular circumstances, school experiences or persons that influenced your preparation or motivation to attend college (e.g., cultural/financial background, family, teachers, schools you attended)? Explain.

5. What subjects do you find the most interesting and enjoyable?

6. Discuss whether your grades in high school and/or college reflect your academic ability or potential.

7. Why do you think you qualify for EOP?

8. Briefly describe your economic background. Do you consider your family to be *historically low income?* Why? (attach additional pages, if needed).

9. Please tell us more about yourself. Is there any additional information you would like EOP to consider in determining your admission to the program?

Date

Signature

Return this form to the EOP Office at campus where you are applying.

I.

GLOSSARY OF TERMS

ARTICULATION AGREEMENT: Agreements between colleges which specify courses accepted for transfer credit in degree programs.

CERTIFICATION: ECC will certify, upon request, that up to 39 semester units* of the CSU general education requirements have been satisfied by following the pattern prepared by the Counseling Division. During the students' last semester at ECC, a petition for certification should be submitted to the Admissions Office.

CONDITIONAL AWARDS: Refers to the awards and grants that do not have to be repaid. However, the awarding of these funds are with the understanding that the students will fulfill their part by attending and succeeding in school.

EOP/SAA: Abbreviations for Educational Opportunity Program and Student Affirmative Action components at the four-year universities. These are student support services in the areas of academic and personal counseling, financial assistance, and tutoring.

GENERAL EDUCATION REQUIREMENTS: Refers to the pattern of classes that satisfy the basic requirements for the Baccalaureate degree (B.A.). Thirty-nine of these units* can be completed and certified at ECC. These encompass such basic life skills as creativity, critical thinking, self-motivation, independence, and general understanding of values and philosophy.

GPA: Abbreviations for grade point average.

IMPACTED: Programs at the four-year university are designated as impacted when more applications are received in the first month of the filing period than the spaces available in that program. Some programs are impacted at some campuses, but not at all. You must meet supplementary admission criteria if applying to a school with an impacted major.

PRIORITY: The first month of the CSU/UC filing period is considered to be the priority time. A student should file during this time in order to be sure of having the best chance for admission especially if applying to impacted programs.

SAAC: Abbreviation for the Student Aid Application for California that must be filled out by the student in order to be considered for all possible financial aid.

SAR: Abbreviation for Student Aid Report, which is the report to the student from the Federal Pell Grant Program which gives an eligibility index indicating the students' eligibility for a Pell Grant.

SAT/ACT: Abbreviations for the Scholastic Aptitude Test and the American College Test that are required by some colleges for admission.

TRANSFER INSTITUTION: This term refers to the educational facility that is the student's next step in pursuing an advanced degree.

TRANSFERABLE UNITS: Units completed at a community college that can be applied at the four-year university towards the Baccalaureate degree. The ECC Catalog lists the classes transferable to the California State University. Individual articulation agreements must be referenced when determining transferability of ECC course work to University of California colleges and private schools.

UNITS: A fixed amount of scholastic study used as a basis for calculating academic credits, usually measured in hours of classroom instruction and laboratory work.

* Requirements stated at time of printing.

J.

YOUR STUDENT CHECKLIST

1. _____ Consult a community college counselor to discuss your transfer plans and required lower division courses for your major.

2. _____ Obtain your community college catalog to determine which courses are transferable.

3. _____ Consult the tranfer institution's campus catalogs and admissions booklets for major offerings, description of classes and transfer information.

4. _____ Visit a number of transfer institutions. Tours are planned by the Career Center and the EOP & S Office, as well as the transfer institution's Relations with Schools and Colleges Office.

5. _____ Follow-up with your Academic Counselor/Advisor to discuss your general education transfer program.

6. _____ Take the ACT or SAT test if required in order to transfer before earning 56 semester units, or as a special requirement at certain institutions. Have a copy of scores sent to the institution.

7. _____ Contact the EOP/SAA Office if you wish to apply to these programs.

8. _____ See a Financial Aid Specialist and apply for aid (note deadlines).

9. _____ Complete an application for admission to the transfer institution (see admissions booklets for priority and final deadlines). Be sure to include fee, or fee waiver form. Also be sure to send all forms by certified mail, Return Receipt Requested.

10. ____ Request college transcripts (high school transcripts if necessary) to be sent to the transfer institution when you submit your application for admission.

11. ____ Apply at the Admissions Office during your last semester for certification of general education classes you have completed and wish to transfer to CSU institutions.

12. ____ Check the "Home Free" square. You are now Home Free and on your way to reaching your dream and pot of gold.

ERIC Clearinghouse for Junior Colleges
JUL 14 1989